



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES:	BOARD OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, November 12, 2019 at 1:00 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	January 14, 2020

MEMBERS PRESENT

Dr. Lois Rogers, Professional Member, President
Ray Quillen, Professional Member
Georgia Lane, Healthcare Member, Secretary
Denise Davis, DrPH, Public Member
J.R. Payne, Jr., Professional Member
Eleanor Allione, Public Member

MEMBERS ABSENT

Gwendolyn Benton, Public Member, Vice-President
Jenifer Vaughn, Public Member
Cecilia Jones, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Jennifer Witte, Administrative Specialist II

OTHERS PRESENT

Kyle Whelan
Steven Yohay
Nykeesha Brown

CALL TO ORDER

Dr. Rogers called the meeting to order at 1:10 p.m.

REVIEW OF MINUTES

A motion was made by Ms. Allione, seconded by Mr. Quillen, to approve the minutes from the September 10, 2019 meeting as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Update on Compliance to Final Order – J. Andrew Byrd, #H1-0000902

Ms. Witte advised that the Board that Mr. Byrd is now compliant on his final order with Delaware and all licenses have been reinstated in Virginia.

Review and Consider Final Order – Kristopher Brown

The Board signed the Final Order resulting from the proposal to deny hearing that was held on September 10, 2019.

NEW BUSINESS

Ratify Nursing Home AIT Change in Preceptor Requests

A motion was made by Mr. Quillen, seconded by Ms. Lane, to ratify the change in preceptor request of Kyle Whelan. The motion carried unanimously.

Annette Moore will now serve as a preceptor to Kyle Whelan.

Review of AIT Progress Reports

After review, a motion was made by Mr. Quillen, seconded by Ms. Allione, to accept the AIT progress report of Felisha Alderson. The motion carried unanimously.

Approval of Continuing Education Activities

After review, a motion was made by Mr. Quillen, seconded by Mr. Payne, to approve the Health Care Association of New Jersey (HCANJ) course "HCANJ 71st Annual Convention and Expo" for 18 hours. The motion carried unanimously.

After review, a motion was made by Mr. Quillen, seconded Ms. Lane, to approve The Mary Campbell Center course "Leadership Series, Session 5: Using Data to Drive Quality; Managing Conflict; and Exceptional Service" for 3 hours. The motion carried unanimously.

Review Nursing Home AIT Applications

After review, a motion was made by Dr. Rogers, seconded by Ms. Allione, to approve Shirley Thompson for 12 month AIT program. The motion carried unanimously.

After review, a motion was made by Dr. Rogers, seconded by Ms. Allione, to approve Steven Smith for 12 month AIT program. The motion carried unanimously.

After review, a motion was made by Mr. Quillen, seconded by Mr. Payne, to approve Nykeesha Brown for 6 month AIT program. The motion carried unanimously.

Ratify Temporary Nursing Home Administrator Applications

A motion was made by Mr. Quillen, seconded by Mr. Payne, to approve the ratified temporary nursing home administrator application of Archie Poling. The motion carried unanimously.

Discussion on Temporary Nursing Home Administrator License Extension

The Board held a brief discussion on temporary nursing home administrator licenses.

Ms. Witte advised that there was a situation where a person has acquired a temporary nursing home administrator license but also wanting to obtain a nursing home administrator in training license.

The Board was in agreement that a temporary nursing home administrator cannot do both the role as administrator and be supervised to obtain a different license.

The Board was also in agreement that there was no basis or need for changing the current process for temporary nursing home administrator licenses.

Review AIT Final Progress Reports

After review, a motion was made by Mr. Quillen, seconded by Mr. Payne, to approve the final AIT progress report of Steven Yohay and approve him to sit for the examination. The motion carried unanimously.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

There was no other business before the Board.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be January 14, 2020 at 1:00 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Ms. Allione, seconded by Mr. Quillen, to adjourn the meeting at 2:00 p.m. The motion carried unanimously.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II